

London Metropolitan University

Criminal Convictions: Self Declaration

DECLARATION: Please read the guidance notes before completing the declaration.

1. Have you ever been convicted of a criminal offence or ever received a Reprimand, Police Caution, Bindover or Final Warning that is not eligible for filtering?	<input type="checkbox"/> No <input type="checkbox"/> Yes
2. Do you have a court appearance or prosecutions pending or have you been charged by the Police for a criminal offence?	<input type="checkbox"/> No <input type="checkbox"/> Yes
3. Have you ever been, barred, excluded or prevented from working with Children or Vulnerable Adults (defined by the Safeguarding Vulnerable Groups Act 2006)?	<input type="checkbox"/> No <input type="checkbox"/> Yes
4. Do you know of any reason or circumstances that may prevent you from working with children or vulnerable adults in any regulated or controlled activity?	<input type="checkbox"/> No <input type="checkbox"/> Yes

If you answered **YES** to **any** of the above, please supply full details of the offence including the date, name of court or constabulary, sentence, outcome, charge and any other relevant information including the circumstances of the conviction and/or suspension - use the back of this form.

I CERTIFY AND AGREE THAT:

- I have read the Guidance Notes overleaf and have not withheld information that may affect my application for study.
- I understand that false information or omissions will be regarded as a serious misrepresentation and an attempt to deceive or mislead the University. This may lead to my application being rejected, offer withdrawn or expulsion from the University, regardless of the nature of the undisclosed matters themselves.
- The information supplied above may be verified by the University as necessary.
- I understand and agree that completion of this form does not replace the need to apply a Disclosure and Barring Service (DBS) check through the University or conviction checks from overseas as necessary
- Any unconditional academic offers remain subject to the University's approval of any matters revealed by a DBS check including any necessary conviction checks from overseas.
- I have been advised to subscribe to the DBS Updating Service and I give consent for the University to undertake on-line checks of my DBS disclosure as necessary.
- If I choose not to subscribe to the DBS Updating Service, I will be liable for the full cost of any further checks the University makes on my DBS status.
- I will submit my DBS Certificate to the University and I consent to a copy being made and stored by the University in accordance with the GDPR and Data Protection Act 2018.

Name	ID Number	Signature	Date

See Over for Guidance Notes

